

RFP# WIOA-01-2016
Proposers Conference
Los Angeles County One-Stop Operator
For The America's Job Centers of
California (AJCC) System

*County of Los
Angeles*

*Community and
Senior Services*

October 19, 2016

*East Los Angeles
Service Center*
133 N. Sunol Dr.
Los Angeles, CA
90063



Proposer's Conference Agenda

- **Welcome & Introductions**
- **System Overview & Landscape**
- **Integrated Service Delivery Model**
- **Proposal Submission Requirements**
- **Selection Process and Evaluation Criteria**

System Overview & Landscape

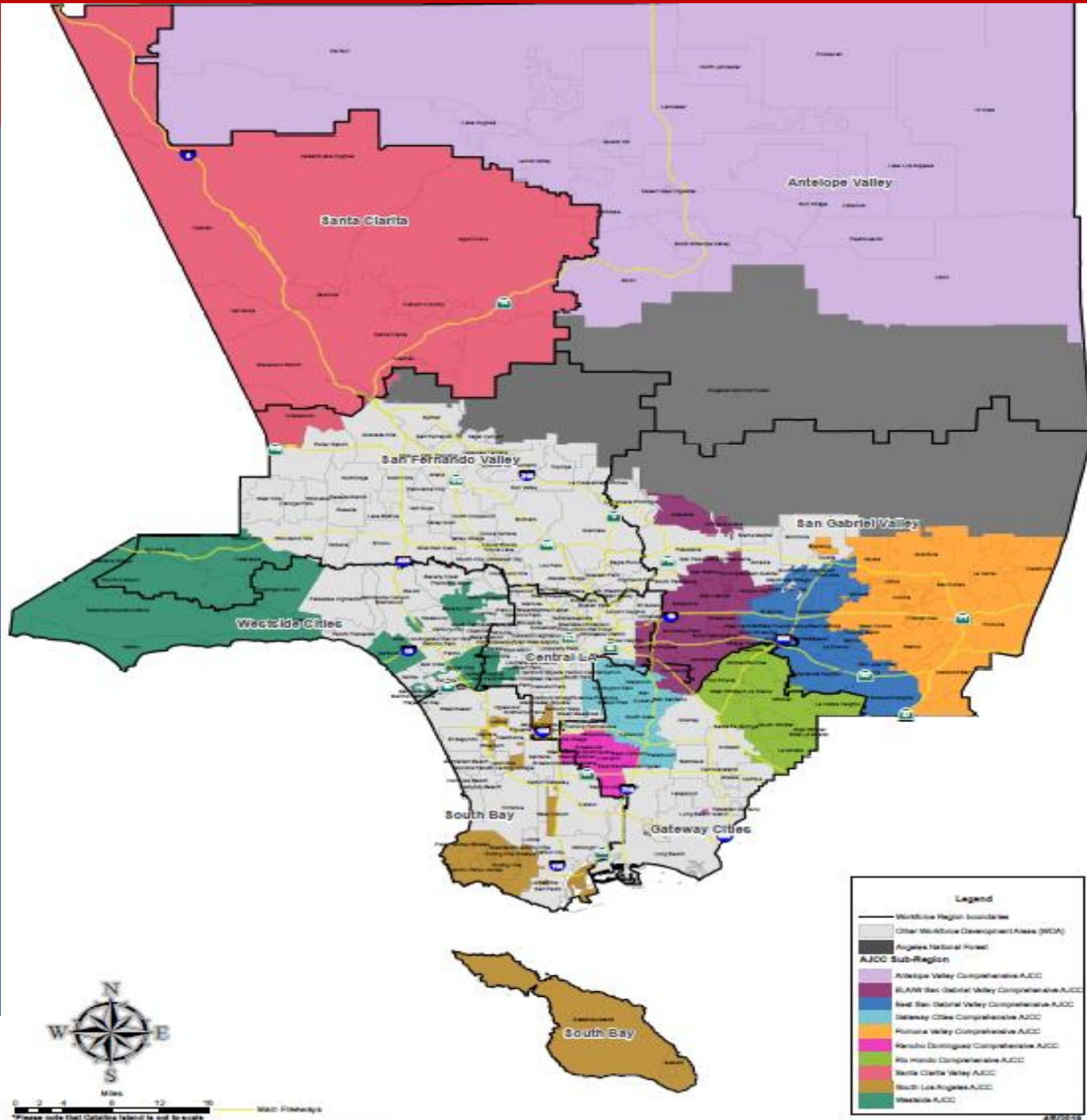


1. Antelope Valley
2. Santa Clarita
3. San Fernando Valley
4. San Gabriel Valley
5. Central Los Angeles
6. Gateway Cities
7. South Bay
8. Westside Cities



Los Angeles County Workforce Sub-Regions

1. Antelope Valley
2. Santa Clarita
3. East LA/West San Gabriel Valley
4. East San Gabriel Valley
5. Pomona Valley
6. Rio Hondo
7. Gateway Cities
8. Rancho Dominguez
9. South Los Angeles
10. Westside



Los Angeles County One- Stop Operator (OSO) Requirements

One-Stop Operator Role

Coordinate
Service
Delivery
Among
Partners

Coordinate
Service
Delivery
Among
Physical
and
Electronic
Sites

Coordinate
Services
Across the
Local Area
System

Primary
Provider of
Services at
Physical
Sites

Los Angeles County AJCC System

- **Seven (7) Comprehensive AJCCs**
 - Each Comprehensive AJCC is required to have a Re-Entry Navigator and an Affiliate site.
- **Three (3) AJCCs**
 - Santa Clarita AJCC is required to have a Re-Entry Navigator and the Jail-Based Affiliate site at Pitchess Detention Center.
 - All other AJCCs are not required to operate an Affiliate.
- **One (1) Countywide Veterans AJCC**
- **Workforce Programs**
 - Adult & Dislocated Worker
 - Youth@Work
 - Rapid Response Program
 - Title V Senior Community Services Employment Program (SCSEP)

Sites: Not Included in this RFP

Los Angeles
County AJCC
System Sites



To Maximize Strategic Footprint

Maximizing LA County AJCC System Strategic Footprint

Access



Located In or Near Feeder Systems such as Adult Schools, Libraries, Colleges

Efficiency



Comprehensive AJCCs Must meet State's ADA and Seismic Certification Requirements in Order to Co-locate our State Mandated Partners

Outreach



To Align and Coordinate Partners and Services and Maximize Service Delivery Within Sub-Regions

Los Angeles County AJCC System Guiding Principles

Regional Planning, Partnerships and Coordination

Consistent Branding as America's Job Center of California

Strategic Business Engagement

Integrated Service Delivery

Regional Coordination and Integration of Adult and Youth Programs

Specialized Programs & Services for Priority Populations

Strategic Training

Maximizing Access

Technology for Efficiency

Performance Driven System

The Los Angeles County AJCC System Is:

Integrated

Business/Employer Services

LA County Workforce Programs

Adult Educations & Literacy

EDD Wagner-Peyser, UI, YEOP, TAA & Veterans Programs

Vocational Rehabilitation

TANF/CalWORKs

Innovative

Fully Automated

Virtual/Mobile

Multiple Access Points

Los Angeles
County AJCC
System:
*One Identity,
One Brand*



Antelope
Valley AJCC

East LA/West
San Gabriel
Valley AJCC

East San
Gabriel Valley
AJCC

Gateway
Cities AJCC

Rancho
Dominguez
AJCC

Rio Hondo
AJCC

Pomona
Valley AJCC

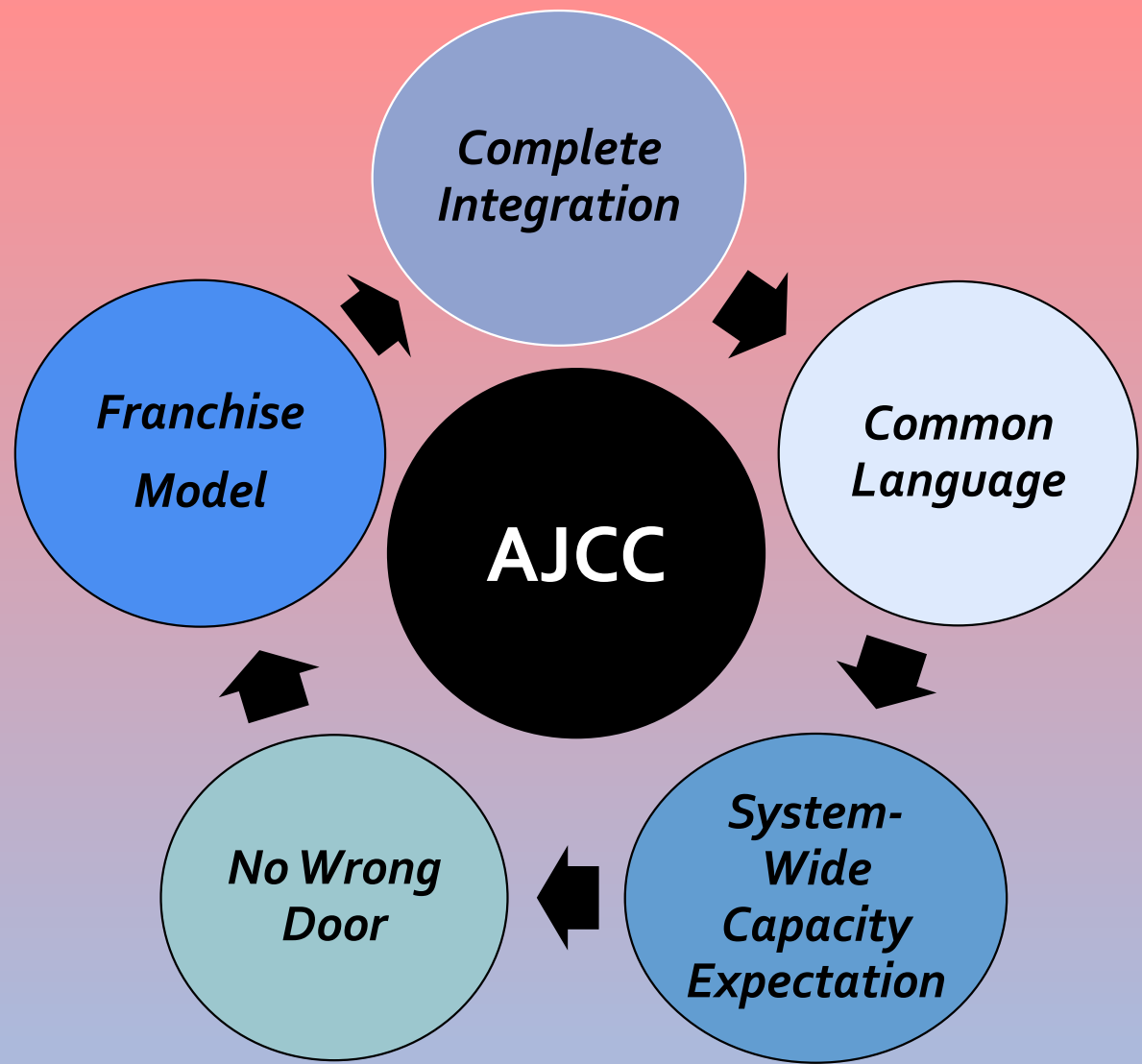
Santa Clarita
AJCC

South Los
Angeles AJCC

Veterans
AJCC

Westside
AJCC

Los Angeles County AJCC Workforce Eco-System



Connecting the Dots within Sub-Regions

High Growth & Priority Sectors are Designated by the WDB

Business Services:

The Foundation of Workforce Services in Los Angeles County

Business Intelligence

- Labor Market Information
- Data-driven decision making
- Mapping the skills needed by each industry

Services to Businesses

- Workforce Planning & Employment/Recruitment
- Training to address the skills gap
- Support Regional Economic Development

Sector Strategies

- Coordinate convening's of Businesses and Training in high-growth sectors.
- Organize roundtables and activities related to sector specific initiatives, in appropriate target sectors.

ISD Service Delivery Model



ISD Core Principles



**Common
Customer Pool**

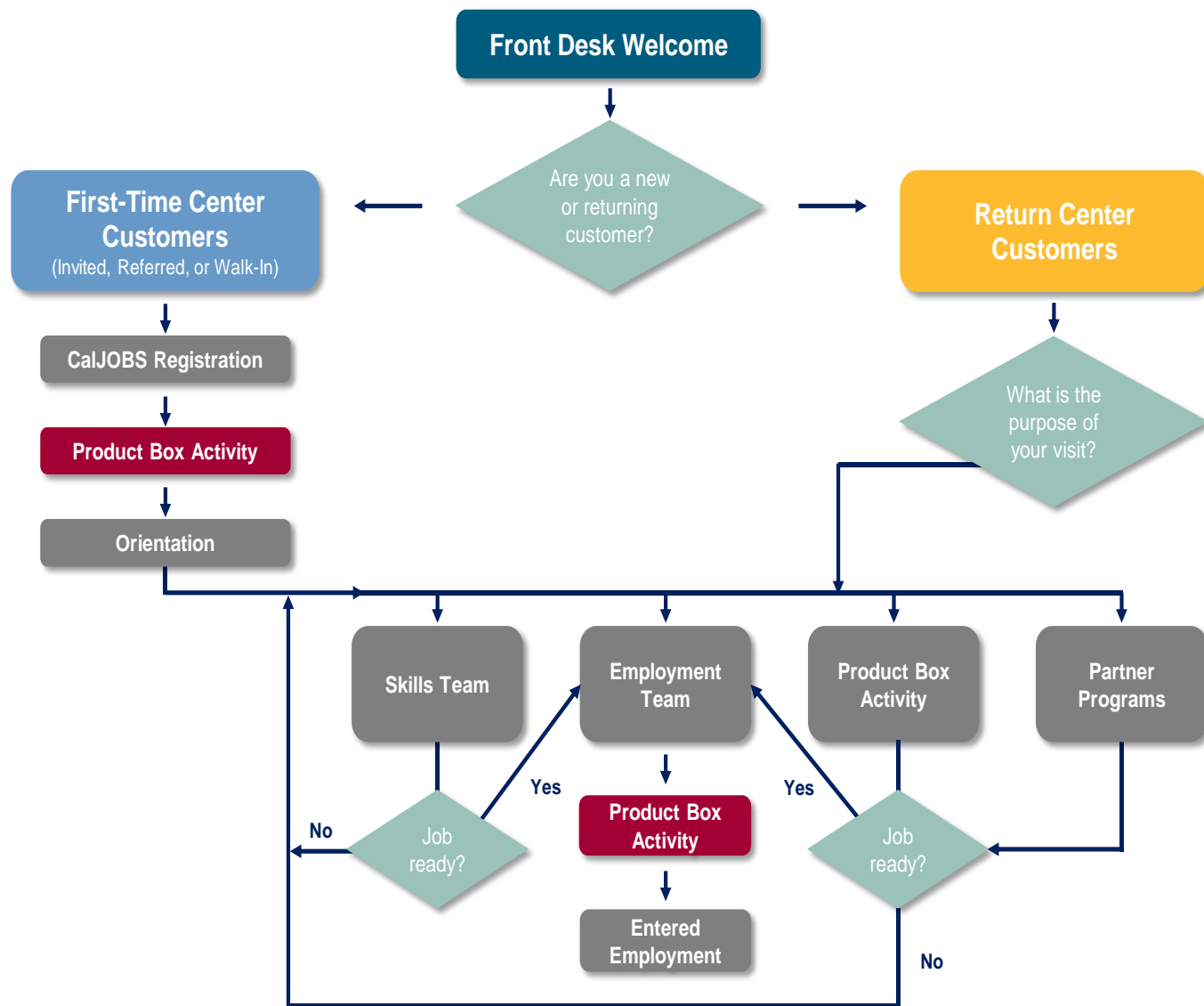


**Common
Customer Flow**



**Common
Staffing**

Los Angeles County AJCC System: *Integrated Service Delivery Customer Flow*



Product Box

Job Readiness
and Job Search

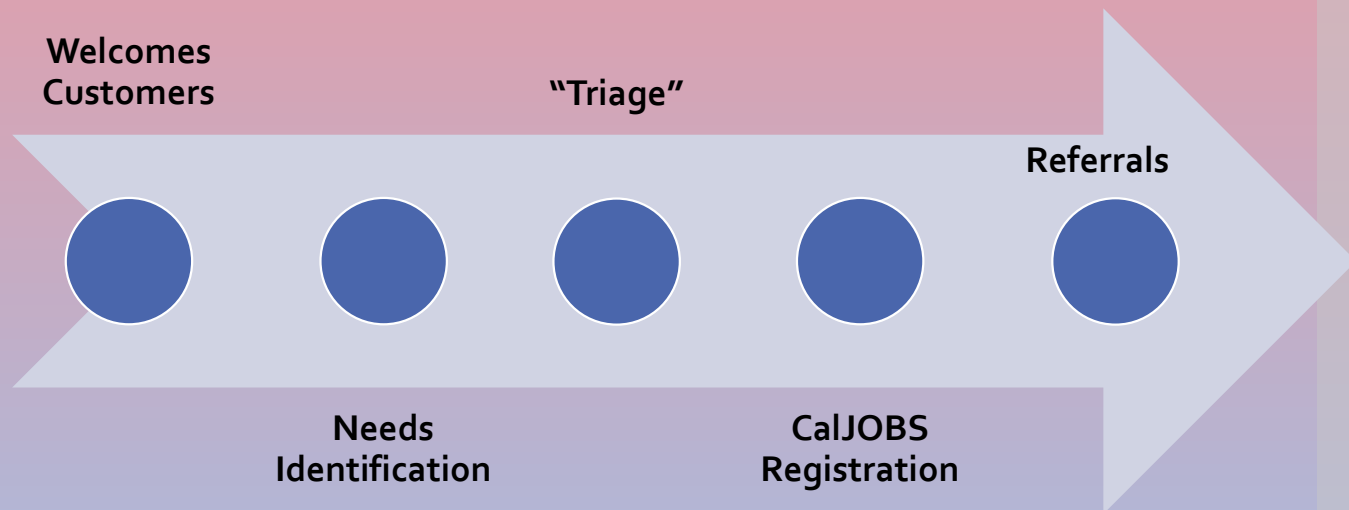
Barrier Mitigation

Engagement
Strategy

Skill Development
and Improvement

Job Identification
and Development

Welcome/Talent Engagement Team



Skills/Talent Development Team



In-depth
Skills
Analysis,
Assessment
and Training

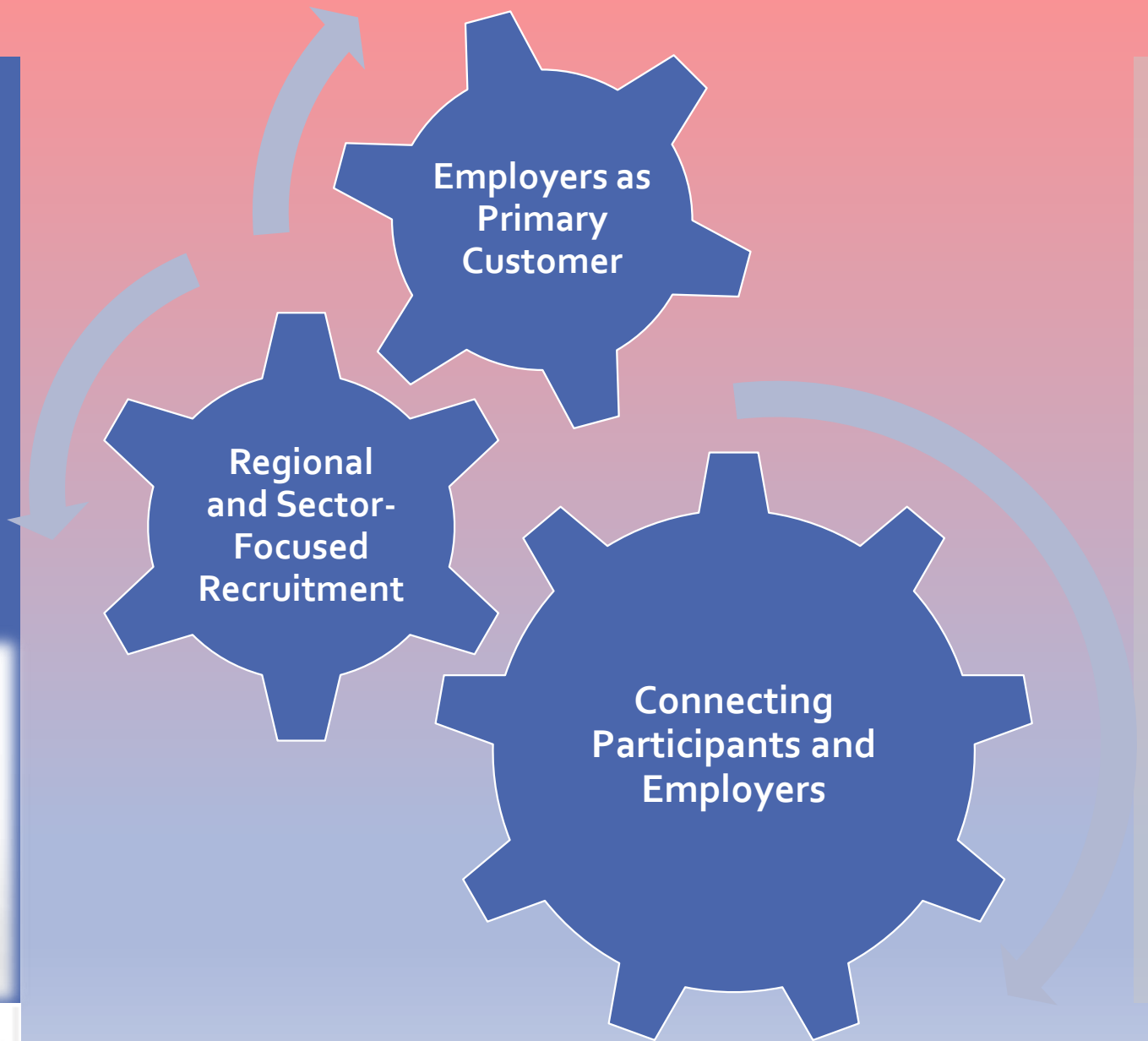


Addressing
and
Removing
Barriers



Career
Counseling
guiding
Participants
on Career
Pathways

Job Getting/Talent Marketing Team



Staffing Model: One- Stop Operator Comprehensive AJCC and AJCC Operations Staff

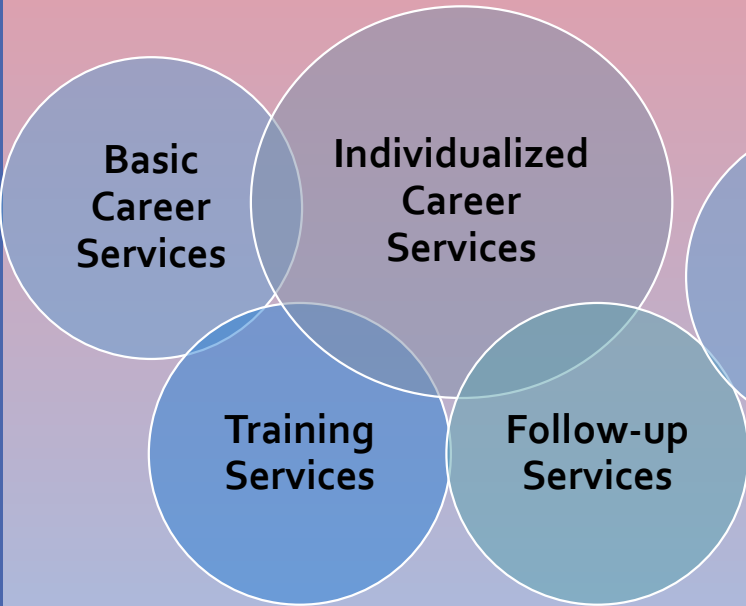
Staffing requirements are set at a minimum base level.

Contractors must ensure sufficient staffing in all areas to meet Contractually required performance and quality standards.

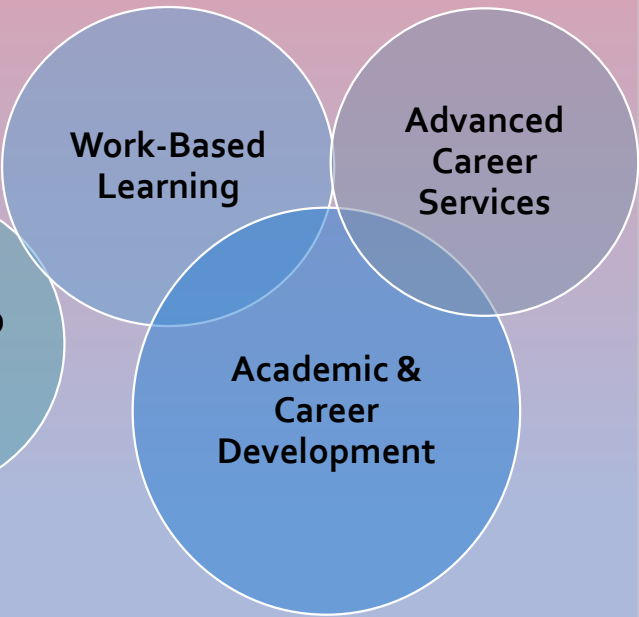
Contractors exceeding contractually required performance and quality Standards, after six months or more of implementation, may request an alternate staffing pattern, for review and approval of the County.

Comprehensive
AJCC & AJCC
RFP Core
Programs

Adult & Dislocated Worker Program

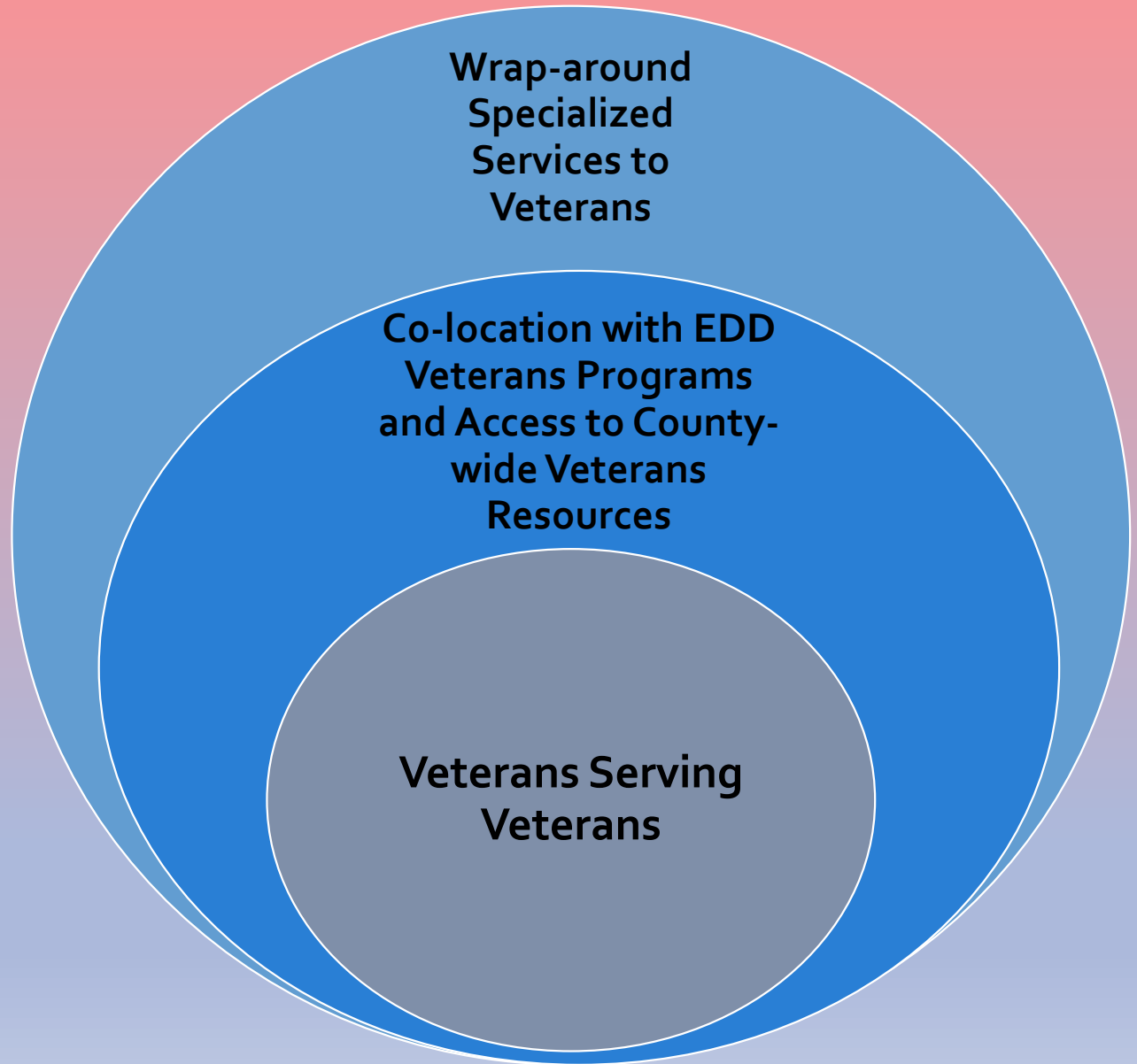


Youth@Work Program



Business Services are required across the board

Countywide Veterans AJCC

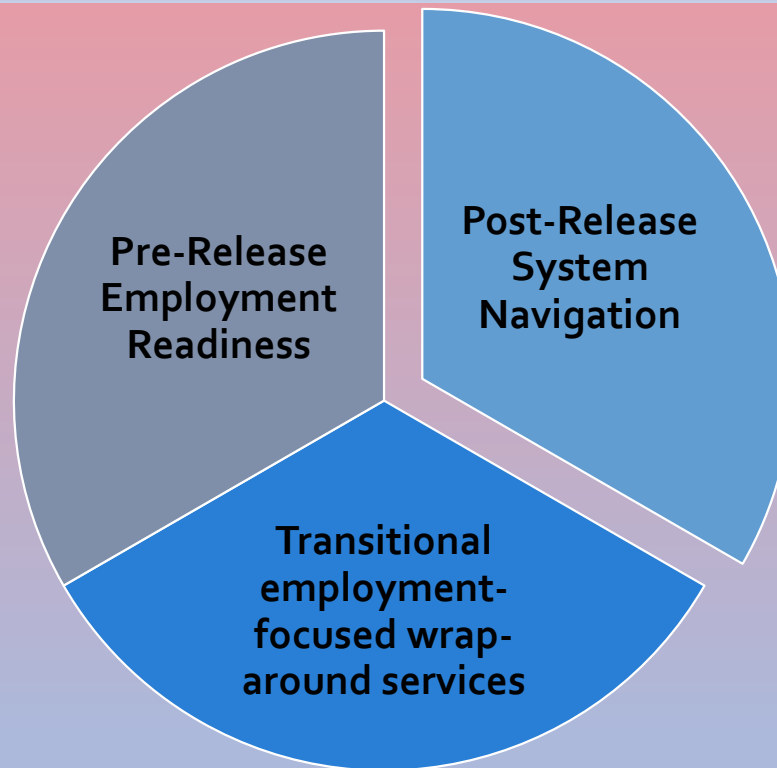


Santa Clarita AJCC & Jail- Based Affiliate

Santa Clarita AJCC:
All Core AJCC Workforce Services

&

Jail-Based Affiliate

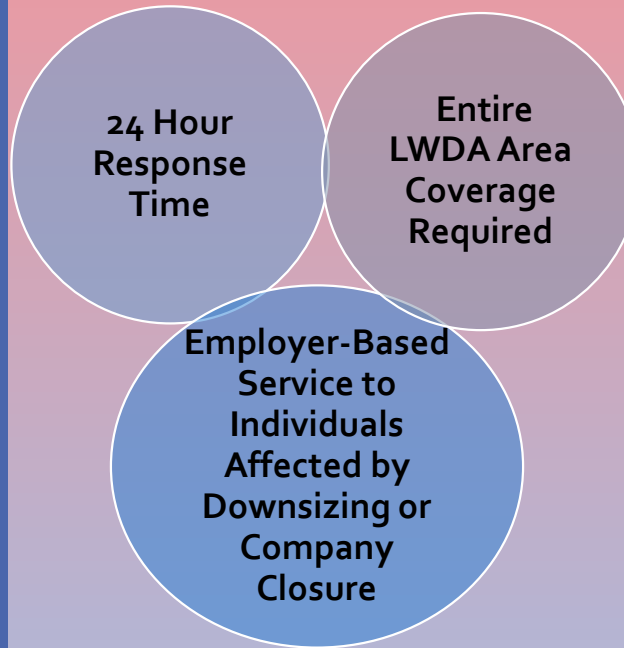


Jail-Based Affiliate will provide on-site trauma-informed, gender-responsive, employment services to inmates as they prepare to re-engage in society.

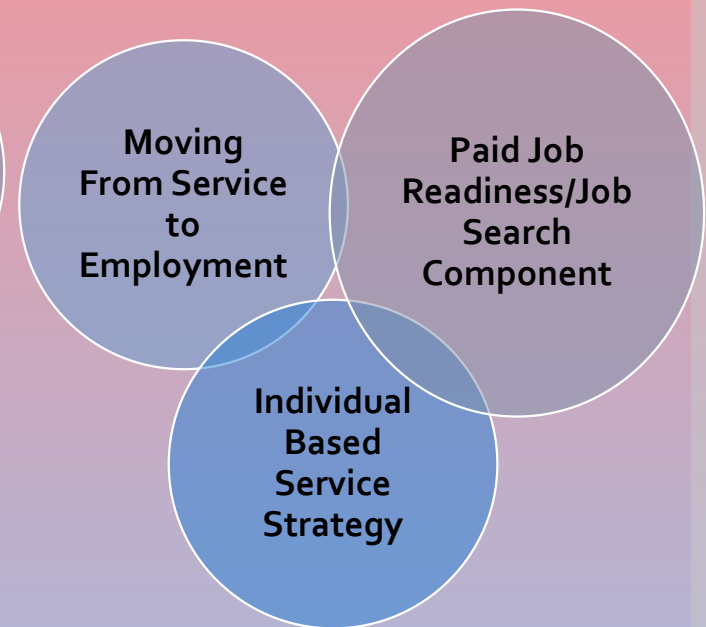
Other Jail-Based Affiliates?

Comprehensive AJCC Countywide Specialized Programs

Rapid Response Program



Senior Community Service Employment Program



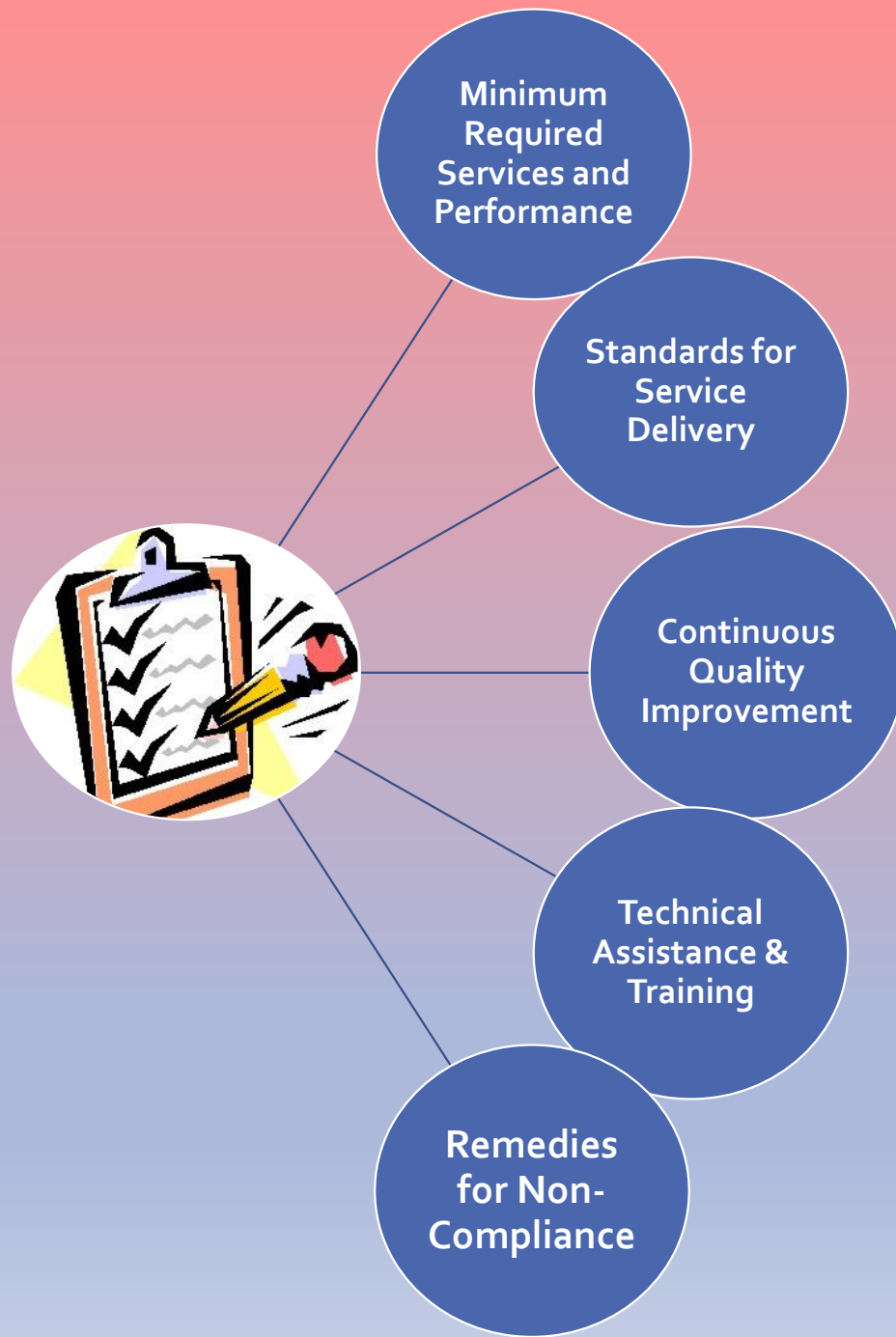
Awarded to one (1) Comprehensive AJCC in each of the following Workforce Regions:

Antelope
Valley

Gateway
Cities

San Gabriel
Valley

PRS - Performance Requirements Summary



Performance Measures and Goals

AJCC Basic Career Services Measures

Department of Labor WIOA Program Accountability Measures

Los Angeles County Local Performance Measures

Los Angeles County Local Business Services Measures

Los Angeles County Local Training Measures

Funding Availability, Minimum Requirements and Contract Term



Funding Availability

Approximately \$28M, including funds for training and wages, may be awarded through this RFP.

- Funding does not include costs for rent and leases. Funding for rent and leases will be provided separately by CSS.

County is proposing to fund seven (7) Comprehensive AJCCs with AJCC Affiliates, which will include funding for three (3) Rapid Response and three (3) Senior Community Service Employment Programs; and three (3) AJCCs and one (1) Countywide Veterans.

Funding
breakdowns are
available in RFP
Section 2.1.4,
Funding Availability.

Funding Allocation per Site/Program

Comprehensive AJCCs--\$3,000,000 each

South Los Angeles and Westside AJCCs--\$1,000,000 each

Santa Clarita AJCC--\$1,000,000

Jail-Based Affiliate--\$390,000

Re-entry Navigator--\$100,000

Veterans Program AJCC--\$750,000

Rapid Response Program--\$250,000 per each of three Comprehensive AJCC contracts

Senior Community Services Employment Program--\$566,000—per each of three Comprehensive AJCC contracts

Who Is Eligible to Apply?

Local Private/Non-Profit Organizations

For Profit Organizations

Public or Private Institutions of Higher Education

Public Agencies

Social Enterprise Agencies

Collaborative /Consortia of these Organizations

Please Note: Workforce Development Boards are not eligible to apply for funding and/or apply as a subcontractor under this RFP.

Proposer's Minimum Qualifications RFP Section 3.0

Local private non-profit, public or private institutions of higher education for-profit, public agencies, social enterprise agencies, and collaborative/consortia are eligible to bid and must provide the following:

Notice of Intent to Submit a Proposal



Attend one of the Mandatory Bidder's Conference



Proposer's Organization Questionnaire/Affidavit (completed and signed)



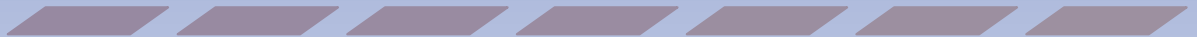
Proposer's Background and Experience



Organizational Capacity



Financial Capability



Contract Term



Performance & Payment Guarantees

Performance and Payment Guarantees will occur at the discretion of the County, based on Contractor performance.

Non-payment of third party vendors may be considered a contract violation and may required a Performance and/or Payment Guaranty.

Performance Guaranty may not allow the bond surety to substitute another person to perform services.

Use of Performance Guaranty would only come after the resolution process has been completed and questioned costs have been determined to be unsubstantiated costs, disallowed costs, etc.

Appendix S of the RFP provides information on criteria and standards for letters of credit and certificates of deposit.

Proposal Submission Requirements



Proposer's Background and Experience

If submitting proposal for a Comprehensive AJCC or AJCC:

- Minimum of three (3) consecutive years of experience within the past five (5) years administering workforce employment and training programs for Adults or Youth yearly funding of at least \$1,000,000 or more.
- Subcontracting is allowed, however, Successful Proposer(s) shall provide at a minimum, the WIOA Title I ADW or Youth@Work program; both programs shall not be subcontracted out.

Proposer's Background and Experience

If submitting proposal for WIOA Rapid Response :

- Must also apply for a Comprehensive AJCC
- Must apply for Rapid Response in one of the designated three areas - San Gabriel Valley, Gateway Cities and Antelope Valley Workforce Regions
- Minimum of three (3) consecutive years of experience within the past five (5) years providing Rapid Response and lay-off aversion type services.

Proposers Background and Experience

If submitting proposals for Veterans AJCC :

- Minimum of (2) two years experience within the past (5) five years providing veteran grant-specific employment and training services to veterans and their eligible spouses.
- Match requirement of \$250,000. Match must be Veterans specific Workforce funds and not WIOA funds. Program funds will total \$1,000,000 with the required match.

Proposers Background and Experience

If submitting proposals for Senior Community Service Employment Program:

- Must also apply for the Comprehensive AJCC
- Must apply for SCSEP in one of the designated three areas - San Gabriel Valley, Gateway Cities and Antelope Valley Workforce Regions
- Minimum of (2) two years experience within the past (5) five years providing mature and/or older individual-specific workforce services.

Proposers Background and Experience

If submitting proposals for Santa Clarita AJCC/Jail Based Affiliate:

- Minimum of (2) two years experience within the past (5) five years providing employment readiness services to re-entry populations and connection into job placement and career services.
- Proposer of Santa Clarita AJCC may subcontract out the Jail Based Affiliate program Services, however, subcontractor must meet the same minimum requirements as above.

Subcontracting RFP Section 5.23

Successful Proposer shall administer either the WIOA ADW program or the Youth@Work program; both programs may NOT be subcontracted out.

Subcontractors must meet the minimum experience requirements, as stated in RFP Section 3.6, for program services being subcontracted; WIOA ADW and/or Youth@Work subcontractors must have a yearly funding amount of at least \$500,000.

The Jail Based Affiliate may be subcontracted out, and must meet minimum experience requirements in RFP Section 3.6.3, with a yearly funding amount of at least \$200,000.

A Comprehensive AJCC or AJCC may subcontract with another Comprehensive AJCC or AJCC, however, an agency cannot be a subcontractor if it applies to be a Comprehensive AJCC or AJCC within the same Sub-Region.

Subcontracting RFP Section 5.23

The WIOA RR and SCSEP program services may be subcontracted out, however, the programs must be operated on-site at the Comprehensive AJCC, and subcontractors must meet the minimum requirements in RFP Section 3.6.2 and 3.6.5.

All subcontractors shall be procured prior to submission of a proposal to this RFP. In addition, subcontractors shall be procured in accordance with State procurement policies, as detailed in directive number WSD12-10 issued under the Workforce Investment Act.

RFP Timetable

Item Description	Date
Original Release of RFP	April 29, 2016
1 st Mandatory Proposer's Conference	May 11, 2016
Release of Revised RFP	September 30, 2016
Request for Solicitation Requirements Review Due	October 14, 2016
2 nd Mandatory Bidder's Conference	October 19, 2016
Written Questions Due	October 24, 2016
Posting of Final Questions and Answers	November 8, 2016
Notice of Intent Due	November 9, 2016
Proposals Due By (PST)	December 19, 2016 (12:00 pm)
Evaluation Panel Review	January 3 – January 27, 2017
Notification of Contract Recommendation (Mailed)	February 14, 2017
Contract and Services Begin	July 1, 2017

Proposers' Questions

All questions related to this RFP must be:

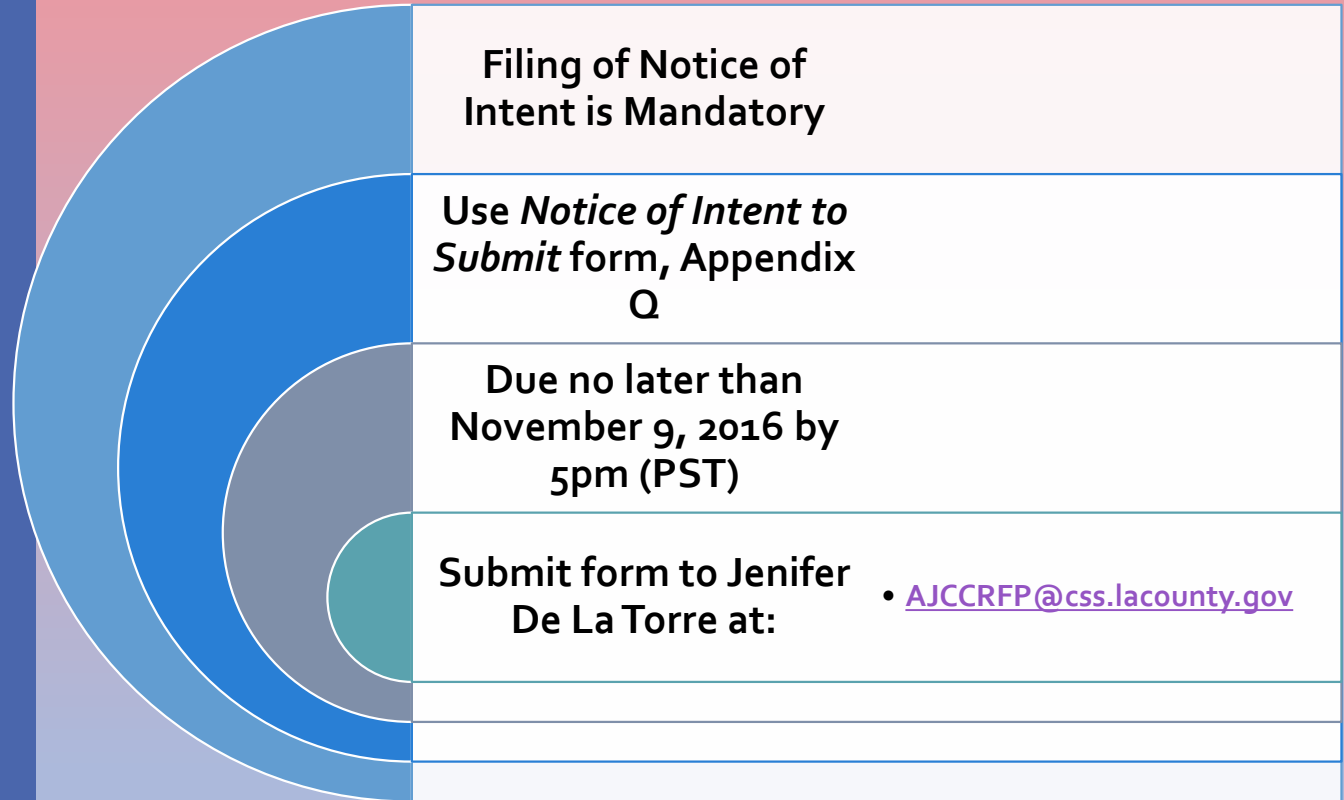
- Received by October 24, 2016
- Addressed to Jenifer De La Torre at:

AJCCRFP@css.lacounty.gov

All answers to written questions will be released on November 8, 2016 and posted at:

<http://css.lacounty.gov/business-opportunities/>

Notice of Intent to Submit Proposal(s)



Notice of Intent to Submit Proposal

When filling out #1 on the Notice of Intent form, agency may select up to three Workforce Sub-Regions under Comprehensive AJCC.

If proposer plans to apply for Rapid Response or SCSEP, complete #2 on the form.

Notice of Intent to Submit Proposal

If proposer plans to subcontract any programs, describe under #3, and indicate the program and Sub-Region.

Add agency's name, address, phone, contact name and email at the bottom of the form.

Proposal Preparation

All proposals must be submitted in format specified in RFP Section 7.7, *Preparing the Proposal in Response to the RFP*.

Each proposal shall include Minimum Mandatory Qualifications, Executive Summary, a Business Proposal, and a Budget Proposal.

Proposal Preparation

Proposer(s) applying for a Comprehensive AJCC and Affiliate, and/or AJCC, shall submit one (1) proposal only, identifying a maximum of three (3) sub-regions where proposer plans to provide program services, with the exception of the Veterans AJCC, which will be considered one (1) separate proposal and will be awarded separately.

Proposers must address the specific needs of each sub-region being applied for within the allotted page limit, pursuant to RFP sub-section 7.9.6.

Proposal Preparation

Proposers applying for a Comprehensive AJCC or AJCC will answer questions in RFP Sections 7.9.6.3 through 7.9.6.5 (includes OSO, ADW and Youth questions).

Proposers applying for the Veterans AJCC will answer questions in RFP Sections 7.9.6.4 and 7.9.6.6.

Proposal Preparation

Proposers applying for the WIOA Rapid Response program will answer questions in RFP Sections 7.9.6.4 and 7.9.6.7.

Proposers applying for the SCSEP will answer questions in RFP Sections 7.9.6.4 and 7.9.6.8.

Proposal Submission

- One (1) original and four (4) copies of **each** proposal **and** one (1) thumb drive
- Proposals must be enclosed in a sealed envelope or box , plainly marked in the upper left-hand corner with the name and address of Proposer and bear the words:
“PROPOSAL FOR LA COUNTY OSO FOR THE AJCC”
- **Due 12:00 pm PST, December 19, 2016** to:

Community & Senior Services
Carol Domingo, Program Manager
Contracts Management Division (CMD),
LA COUNTY OSO FOR THE AJCC RFP Submission
3175 West 6th Street, Room 403
Los Angeles, CA 90020-1708

Selection Process



**Selection
Process
and Criteria**
Section 8.o of
the RFP,
Subsection 8.6

Comprehensive AJCC Scoring Matrix

Sub-Region	Base Points (includes ADW & Youth)	Proposer Highest Score
Antelope Valley	13,500	Proposer 1
East San Gabriel Valley	13,500	Proposer 2
East LA/West San Gabriel Valley	13,500	Proposer 3
Gateway Cities	13,500	Proposer 4
Pomona Valley	13,500	Proposer 5
Rancho Dominguez	13,500	Proposer 6
Rio Hondo	13,500	Proposer 7

**Selection
Process
and Criteria**
Section 8.o of
the RFP,
Subsection 8.6

Rapid Response Scoring Matrix

	Base Points (includes ADW & Youth)	Rapid Response Program Points	Total Maximum
Rapid Response	13,500	3,500	17,000

SCSEP – Title V Scoring Matrix

	Base Points (includes ADW & Youth)	SCSEP Program Points	Total Maximum
SCSEP	13,500	3,500	17,000

**Selection
Process
Section and
Criteria**
Section 8.o of
the RFP,
Subsection 8.6

AJCC Scoring Matrix

Sub-Region	Base Points (includes ADW & Youth)	Additional Program (Jail Based)	Total Maximum
Westside	13,500	N/A	13,500
South Los Angeles	13,500	N/A	13,500
Santa Clarita	13,500	3,500	17,000

**Selection
Process
and Criteria**
Section 8.0 of
the RFP,
Subsection 8.6

Veterans AJCC Scoring Matrix

	Base Points (includes ADW & Youth)	Veterans Program Points	Total Maximum
Veterans AJCC (County-wide)	13,500	3,500	17,000



Questions?